PLANNING COMMISSION
REGULAR MEETING
WEDNESDAY, February 4, 2015
Council Chambers
6000 Main Street SW
Lakewood, WA 98499

Call to Order
The meeting was called to order at 6:30 p.m. by Mr. Don Daniels, Chair.

Roll Call
Planning Commission Members Present: Don Daniels, Chair; Robert Pourpasand, Vice-Chair; Robert Estrada, James Guerrero, Paul Wagemann, and Christopher Webber
Planning Commission Members Excused: None
Planning Commission Members Absent: Connie Coleman-Lacadie
Staff Present: Dave Bugher, Assistant City Manager-Development; Dan Catron, Planning Manager, Karen Devereaux, Recording Secretary
Council Liaison: Councilmember Paul Bocchi

Acceptance of Agenda
Mr. Dave Bugher suggested allowing City Attorney, Heidi Wachter, to make a presentation regarding the substantive duties and authority of the Planning Commission to add clarity to the members' role in the kinds of matters that come before it relative to Lakewood Municipal Code Title 18A as well as the Comprehensive Plan for the City of Lakewood.

During this presentation, Ms. Wachter also noted a commission member contacted her with a question over the process of electing officers at the last meeting. After hearing explanation of a few options available to them the commission agreed to hold another vote in March with all members in attendance.

Approval of Minutes
Mr. James Guerrero noted that his name was missing from the roll call list of members present for the January 21, 2015 meeting. **Minutes of the meeting held on January 21, 2015, were unanimously approved with the name correction to show Mr. Guerrero in attendance. M/S/C Pourpasand/Wagemann.**

Public Comments
Mr. Glen Spieth, Lakewood, addressed the commission encouraging approval of owner- occupied dwellings, condos, and single family residences in contrast to the apartment communities in the Kiwanis Park neighborhood.

Public Hearing
None

Unfinished Business
None

New Business
Six-Year Transportation Improvement Program (TIP) (2015-2020) *Amendment*
Ms. Desiree Winkler, Public Works Transportation Division Manager, explained how the City may receive grant awards "off-schedule" which then requires an amendment to the 6 Year Transportation Improvement Program (TIP). The City was awarded Federal Highway Safety Improvement Program funds for two spot-improvement projects. These two projects target specific locations with history of serious and fatal collisions and must specifically be included in the current TIP to utilize the funds.

Ms. Winkler requested the commission support the proposed amendment and recommend that the City Council approve the amendment after public hearing and consideration of public comment.

A motion was made in support of the proposed Six-Year TIP Amendment No. 1. M/S/C Estrada/Webber. A voice vote was taken and the motion carried unanimously 6-0.

Economic Development Update
Ms. Becky Newton, Economic Development Manager, gave a presentation of economic activities for the period of August through December 2014. The five areas of focus were Business Retention and Expansion, Business Recruitment and Attraction, Target Area Development and Redevelopment Activity, Protecting JBLM from Urban Encroachment, and Increasing Housing Stock Quality and Choices. A handout was provided explaining Land Swap Considerations in Clear Zone/Annexation Area as well as a full-color brochure promoting "The Gateway to Great Business Opportunities" in the City of Lakewood.

The presentation highlighted the many positive projects planned for the future in multiple areas of Lakewood.

Community Visioning Update
Mr. Dan Catron, Planning Manager, shared that the project which began in April 2014 is nearing a conclusion. The commissioners were provided a draft of the Vision Plan Statement and Action Plan Elements which were developed with input from the Visioning Committee. The City Council is expected to receive an initial presentation from the consultant of the Final Community Vision Plan at its study session meetings on February 9th and 23rd.

Comprehensive Plan Update

Mr. Dan Catron, Planning Manager, provided a draft copy of the Washington State Department of Commerce Checklist addressing the Comprehensive Plan Update adopted by Council in December 2014.

It was explained the checklist is intended to help cities that are fully planning under the Growth Management Act (GMA) to conduct the "periodic review and update" of comprehensive plans and development regulations required by RCW36.70A.130 (4). Cities can use the checklist to identify components that may need to be updated to reflect the latest local conditions or to comply with changes to the GMA since their last update.

Reports from Commission Members and Staff

Revised Subdivision Code (Title 17A) Amendments

Mr. Dan Catron, Planning Manager, reported on Monday, February 2, 2015, Council adopted the revised Subdivision Code, that includes a policy that requires any property proposing to subdivide to be connected to the public sewer system.

Don Daniels, Chair, commented that action was taken to table the Star-Lite Drive-In satellite parking issue in the air corridor and queried when that may be brought forward. Mr. Bugher noted Council prefers to have the Joint Land Use Study completed before scheduling. Staff expects to receive the study in October and provide the information to the Planning Commission.

Next Meeting: The next Planning Commission meeting will be a Joint Council Meeting scheduled for **Monday, February 23,** 2015 at 7:00 p.m. in Council Chambers.

Meeting Adjourned at 8:24 p.m.

Don Daniels, Chair
Planning Advisory Board 3/4/2015

Karen Devereaux, Secretary
Planning Commission 3/4/2015